

2022 David C. Pfendler Outstanding Counselor Award Guidelines

(supported by the Office of Academic Programs; recipients of this award are determined by a committee with representation from faculty and undergraduate students.)

ELIGIBILITY

Tenure-track and tenured faculty are eligible to be nominated for this award. Repeat department nominations are allowed; previous recipients of the David C. Pfendler Outstanding Counselor Award are not eligible.

RECOGNITION

- The awardee receives a cash award of \$1,500 and a plaque.
- Individuals nominated by departments, but not selected as the awardee, will each receive \$250 toward travel, supplies, and equipment from the Office of Academic Programs to use in support of teaching and advising.

UNIVERSITY AWARDS

There is not an equivalent university level award, however the Office of Academic Programs will gladly assist the awardee and nominees who would like to be nominated for a follow-up award within their professional societies, etc.

NOMINATION PACKET INSTRUCTIONS

Limit of 6 pages – (formatting specifics - 12 pt minimum, Times New Roman Font, at least 1” margins). One document should be submitted and the order of information should be as follows in order to make the selection committee’s comparison fair and efficient:

Nomination packet outline:

- Page 1
 - Cover letter from Nominee's Department Head or Supervisor. Please have each bullet point listed below be a major heading:
 - Summarize the nominee’s special qualities for counseling
 - Statement of the procedure used in arriving at nomination and nominee's ranks
 - Pages 2-6
 - Nominee’s Statement – prepared by Nominee. Please address each bullet point listed:
 - Detail your specific goals in counseling and the manner in which these goals are attained
 - Number of years spent in counseling at Purdue University, as well as the percentage of total effort spent in counseling

- Qualifications and Experience. Please have each bullet point listed:
 - Educational Background - university/college attended, degrees receive, academic honors and awards received
 - University Service - years and types (at Purdue and/or other institutions)
 - University counseling experience, committee assignments etc.
 - Teaching Experience
 - Number of Students Counseled - with dates, if possible
 - Nominee's Professional Competence:
 - Within discipline
 - Counseling/mentoring broadly in other areas
- Supplemental Information
 - Additional supporting material, subject to the page constraint, can be included as a supplement to the application. This information may include student recommendations, comments on particularly unique traits, career highlights, or any other documentation.

The six (6) page limit will be strictly enforced; only the first 6 pages of the submitted document will be uploaded for committee review.

File names should include the **department abbreviation_nominee last name_the award name_nomination year** (Kohls, Taylor, Pfendler, Early Teaching, Clinical, Service, or Grad Mentor); for example *AGEC_Smith_Pfendler_2022.pdf*.

Due Date: 5pm EST, Tuesday, October 11, 2022

Submit to: John Lumkes, lumkes@purdue.edu and Hope Heathcote, hgoudy@purdue.edu

Contact: John Lumkes, lumkes@purdue.edu